


**Fair Oaks Ranch Homeowners' Association**  
**June 12, 7:00 p.m., Special Meeting**  
**Fair Oaks Ranch HOA Conference Room, 7286 Dietz Elkhorn**

- I. CALL TO ORDER** – Carolyn Knopf, President, called the meeting to order at 7:01 p.m. Directors attending were Frank Chesworth, Jonathan Cluck, Debra Grandjean, Beki Hutchison (via conference line), Tom Jaster, Carolyn Knopf, Ken Nichols, and Mike Saletta. Guests attending were Roy Elizondo and Dee Anna Manitzas.
- II. GUEST COMMENTS** – There were no guest comments.
- III. DISCUSSION/CONSIDERATION ITEMS** – Jonathan Cluck moved that items “A” and “B” on the agenda be reordered so that the Board may discuss/consider item “B” first (Standing Rules Policy). Debra Grandjean seconded. The motion passed with all in favor.
- A. Discussion and consideration to rescind the 2006 Standing Rules Policy
- Motion: Jonathan Cluck moved that the Board repeal the 2006 Standing Rules Policy in its entirety. Debra Grandjean seconded.
  - Discussion: Directors agreed that the 2006 policy should be set aside since it conflicts with state law. The Board concurred that a new Standing Rules Policy should be drafted and brought to the July meeting. Ken Nichols suggested a committee be assigned to work on the policy and offered to assist.
  - Status: The motion passed unanimously.
- B. Discussion and consideration of the amended Board Vacancy Policy and voting procedure
- Motion: Jonathan Cluck moved to adopt the Fair Oaks Ranch Homeowners' Association Board Vacancy Policy as he presented with amendments agreed to by the Board. Frank Chesworth seconded.
  - Discussion: The Board compared the original draft of the policy included in the Directors' packets with the one submitted for consideration by Jonathan Cluck. Directors discussed potential revisions and agreed on the following amendments to the draft submitted by Jonathan:
    1. Paragraph #2, regarding appointment of the Nominating Committee, was withdrawn. The paragraphs were re-numbered.
    2. “...at which 75% of the total Board shall attend” was added to the end of the first sentence in paragraph #6.
    3. “The Board may choose to combine the voting meeting with the interview meeting.” was added to the end of paragraph #6.
    4. Paragraph #7, regarding ballot voting, was replaced with paragraph #7 of the original draft, except for the last line that should read “...at least 30 days but no longer than 90 days” instead of “...at least 3 months”.
    5. In paragraph #8, a grammatical error was corrected, and “if both candidates are in attendance” was added after “...final two candidates to say a few comments” in the 8<sup>th</sup> line.
  - Status: The motion carried with all in favor.
- C. Discussion and consideration of candidates to fill the vacant Board position – Per the Board Vacancy Policy, Directors voted by secret ballot to fill the unexpired term of Cathy Ploszaj. Four candidates were considered for the position: Sara Federico, Kristen Koronczok, Dee Anna Manitzas, and Jason Wilkes. The office manager administered the ballot vote and counted the results. Prior to voting, the Board discussed how the vote totals would be shared. It was determined that the results would include the distribution of votes, without disclosing the candidates' identities (except for a majority winner). Jonathan Cluck did not approve of this and felt that vote totals should be revealed by candidate. Seven ballots were cast. In accordance with the Board's current understanding of Texas law, Beki Hutchison did not cast a vote since she was in attendance by phone conference. The first round of voting resulted in the election of Kristen Koronczok to the FORHA Board of Directors by a board majority of 4 to 3. Kristen will serve in an interim position through the end of the year.
- IV. ADJOURNMENT** - The meeting adjourned at 8:11 p.m.

Submitted by:

  
Frank Chesworth, Secretary

Prepared by:

  
Jennifer Dubois, Office Manager